

Sexual Harassment

Unwelcome sexual advances, requests for sexual favors, and other verbal, physical, or inappropriate conduct of a sexual nature constitute sexual harassment when the conduct explicitly or implicitly affects an individual's employment or the holding of office, unreasonably interferes with an individual's work performance, or creates an intimidating, hostile, or offensive work environment and shall not be tolerated.

Sexual harassment may include, but is not limited to:

- Unwelcome sexual flirtations, advances, propositions or gestures
- Sexual advances
- Discriminatory intimidation or ridicule
- Sex-based slurs or epithets
- Extremely insensitive conduct because of sex/gender
- Requests for sexual favors
- Unwelcome or offensive touching
- Continued or repeated verbal abuse of a sexual nature
- Verbal harassment, such as jokes and innuendoes
- Conduct based on sex but not motivated by any sexual desire, such as the use of sex stereotypes
- Graphic, verbal comments about an individual's body
- The display of pornographic or sexually suggestive material or degrading materials relating to a person's protected status, including materials displayed using electronic communications resources (such as Internet, intranet, voicemail or email)
- Jokes or cartoons of a sexual nature on display or distributed
- The use of sex stereotypes, such as the perceived failure to conform to gender stereotypes

Complaint Procedure:

The Assessor strictly prohibits sexual harassment and requires the reporting of any and all incidents of harassment or retaliation at the first instance, regardless of the offender's identity or position.

Individuals who believe they have experienced or witnessed sexual harassment should file a complaint with the Assessor or Chief Deputy at the first instance. If the employee feels uncomfortable reporting the incident of harassment to the Assessor or Chief Deputy or that sufficient attention has not been given to his or her complaint, the employee should contact the President of the Louisiana Assessors' Association at (800) 925-4446. All complaints involving any public servant in the agency will be investigated and appropriate action will be taken immediately. Any action taken on a complaint will be documented. Complaints will be kept confidential to the extent reasonably possible; however, complete confidentiality cannot be guaranteed. Training on the policy is mandatory for all employees and shall be conducted annually.

Employees may be disciplined, up to and including immediate termination, for violations of the Equal Employment Opportunity or Harassment policies. If a complaint of sexual harassment was determined to have been intentionally falsely submitted, the complainant could also face disciplinary action.

Complainants have the right to pursue a claim under state or federal law, regardless of the outcome of the investigation.

Investigation of complaints will require participation of both the alleged sexual harasser and the alleged victim.

Non-Retaliation:

Employees who report a violation of Equal Employment Opportunity or Harassment policies in good faith or participate in an investigation will not be retaliated against. This means employees engaging in this protected activity will not suffer an adverse employment action (such as termination, demotion, reassignment, reduction in pay, change in pay, working hours or benefits, amongst other actions) because they made a good faith report of the violation. Anyone who engages in such retaliatory behavior will be subject to appropriate discipline, up to and including termination.

Acts 2018, No. 270, §1, eff. January 1, 2019; Acts 2019, No. 413, §1, eff. Jan. 1, 2020.